

The Advance Framework in detail:

Young People Involved in Decision Making

An important element of the Advance program is that young people are provided opportunities to participate in decision making throughout the delivery of Advance.

Community Project / Volunteering Activities

A key component of Advance is the development of a partnership between young people, the school and a community organisation to deliver one or more community projects or a series of volunteering activities.

Community projects or volunteering activities can take a variety of forms including:

- Taking part in volunteering opportunities, such as Conservation Volunteers Victoria, a creek revegetation program, peer mediation or interacting with residents at a local nursing home;
- Planning and implementing an information campaign;
- Developing, implementing and evaluating a community event; or
- Producing a resource for their community.

In some cases, more than one community organisation may need to be involved to satisfactorily implement the project/s or series of volunteer activities the young people have chosen. Young people may also choose to work in partnership with multiple community organisations on a range of different volunteering activities.

Recognised Training

Through participating in the Recognised Training component of Advance young people learn many new skills which may include achieving certificates in volunteering, first aid, radio and film production, fire safety and horticulture.

A recognised training course will usually:

- Take about 20 hours (*if less than 20 hours, more than one form of recognised training can be completed to total around 20 hours*)
- Result in the development of a new skill
- Have a certificate awarded at the end of the program
- Be delivered away from the school
- Be delivered and/or assessed by someone other than school staff.

If two or more of these don't apply, the Department of Premier & Cabinet should be contacted for help to clarify course suitability.

It is acceptable for young people to complete units that are part of a larger course provided they can obtain credit for these units if they decide to complete the course in the future.

Learning Modules

The Advance program includes 3 Learning Modules.

- **Learning Module 1: Community** - to develop young people's self-knowledge and increase understanding of their community and volunteering.
- **Learning Module 2: Communication** - to strengthen young people's communication skills and teamwork.
- **Learning Module 3: Project Management** - to build young people's project management skills.

Schools may cover these Learning Modules by utilising the Advance Learning Modules Resources available on the Department of Health & Human Services website, or by fulfilling this component through the group's community projects, recognised training, other Advance activities or a combination of methods.

Celebration and Recognition

Celebrating and recognising personal and group achievements is an important and positive component of any project or partnership and encourages continued effort and commitment. Schools continue to report on a range of ways in which the achievements of young people, schools and community organisations were celebrated, including: a party; profiled in local papers; dining out with a meal away from school; holding a formal event and presentation; participating in a celebratory camp; and awarding of certificates.

Program Reporting

All required reporting form templates and related support material are made available by the Department or Advance team with relating timelines communicated to schools via e-Bulletins and e-Alerts. Documentation requiring submission to the Department includes: Common Funding Agreement, Vendor Form with Confirmation of Student Numbers and the Advance End of Year Report.

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Volunteering Partnerships Choice

